

I.S.P.C.

September 8, 2005 Meeting Minutes

Attendees: , Don Herz, Rick Hoppe, Randy Ober, Ken Kuszak, and Terry Lowe

Applications Development

Payroll Self Help

With LifeView HR the user will have the ability to 1) look at personnel information. This would allow the paper copy to be at one site. This would reduce resources (paper, storage). And, 2) Allow the user access to Level 1 PA forms to make changes to their existing records. This change will reduce the need for redundant paper copies. In addition, this change will speed up the process due to real time changes made to Level 1 PA forms. At this time our recommended changes are meeting with some resistance, but we hope that the detractors will come on board shortly.

Water eBill System

We have a meeting on September 15th, 2005 to finalize decisions about the fee process. We have pitched ideas they can use to educate their customers. One of the ideas was to document the savings on the bill so the customers can see how the elimination of certain fees would affect their bill. The e-bill could be launched as soon as the October 1, 2005. There will be a formal announcement on the online bill and e-pay presentation.

General Assistance

The specifications are done and ready to present for approval. When approval is given we will begin coding on this project.

Web Pages

We are still working on the different agencies web pages. We are receiving positive feedback concerning the side navigation method.

Notes Administration

As of this week we still have a few more departments to finish upgrading. As of October 1, 2005 Nick Wemhoff will officially take over Notes Administration. Currently, we are already working in that direction. It will take several months of working with Notes to get a good handle on what the issues are and to have solid recommendations. We will be meeting Friday with the State HHS LOTUS Notes person to see what it takes to complete the cross certification of the Address Book with the State's Address Book.

After the cross certification is complete we will be able to present address data back and forth in an efficient manner.

Notes can also be used for various forms, (including vacation and sick leave approvals), and work flows. We are working on a process where a posting to your calendar will appear when leave time is approved.

Training issues were brought up. The best solution would be outsourcing or checking with the

State to see what has worked for them. Ultimately, we would like to move towards an enterprise e-mail unification. We will need to come up with a costing mechanics that makes it palatable for departments that will not like having to change and pay for using Notes.

A.C.T.I.O.N. Update

This project has been turned over to Lin in the Mayor's office. In terms of IS's roll it is completed and ready for production. The only snag on this project is the departments narrative components that cross departments. Training is completed.

Fire Prime System

If EMS Pro does not begin to function better, we'd recommend that Fire consider finding a different product/vendor or having us finish up the mainframe alternative. The paramedics are trying to capture all of the information on site. EMS Pro has been in use for about 2 years. In that time we have had many problems and have been constantly in contact with EMS Pro. The main problem is connectivity. At one point 911 lost data by rewriting over records it was not caught until July. They are currently using weekly backups to recreate information, and the weekly backups may or may not have the data. At this point we will try EMS Pro's "latest" solution and see how that goes.

The "latest" solution is purchasing Citrix, which is a remote access product. If Citrix doesn't work we do not have too many options left. The test system we asked Citrix to create for us is essentially a \$1,800 trial. When Citrix is implemented we are hopeful this software will take care of the lockout of the system and rewriting over data problems.

Parking Tickets

The training is complete for the hand held devices. The conversion went smooth over the weekend. Mark Wieting has been present to make sure problems are dealt with in a timely manner. We are expecting the e-pay part will go into production this afternoon. The only problem we have encountered is sporadic connectivity dropping. So far everyone is fairly satisfied on how it is working.

County Case Management

Mark and Scott will start the project on the County Attorney/Public Defender Case Management System shortly.

Technical Support

New IBM Processor

In the month of August the processor had a reduction in power (due to the new mainframe). Our through put has been better though due to the increased amount of memory and the new technology. We had a 30% reduction on CICS response time (30% faster), this is coming off our biggest month (approx. 2,225,000) of web transactions in August

Our I/O response time is exactly 1/4 of what it was on our previous disk units. On Tuesday we will be moving the Lancaster Manor server down to this location.. This is the last step of the project for Lancaster Manor.

Next Meeting
October 13, 2005